

IT Project Management

Project.

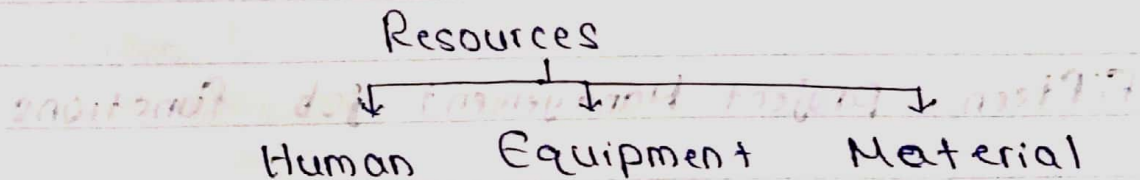
- * A project is a short-term task done to achieve a specific goal.

→ Project Attributes

- * Unique purpose
- * Temporary
- * Require resources, often from various areas.
- * Should have a primary sponsor and/or customer
- * Involve uncertainty
Can't be completely sure what will happen or how things will turn out.

Management.

- * The process of achieving pre-determined results using resources.



Project Management

- * The application of knowledge, skills, tools and techniques to project activities, in order to meet or exceed stakeholder needs and expectations from a project.

The Triple Constraints

- * Scope

- * Time

- * Cost

The project manager's duty is to balance these three often competing goals.

Why we need project Management?

- * Provide assurance and minimizes risks.

- * Offers tools to plan, monitor and manage schedules, resources, costs and quality.

- * Helps define the project and reach agreements with customers.

- * Plans and schedules project activities.

- * Leads a project team effectively and communicate well.

Fifteen project Management job functions.

1. Define scope of the project.

2. Evaluate project requirements.

3. Identify stakeholders

- Find out who is involved and who make decisions.

4. Identify the risks and make backup plans.

5. Identify interdependencies

- See how project parts depend on each other.

6. Create task list
7. Track Milestones.
8. Estimate time.
9. Review phases - Check the project at different stages.
10. Develop flow chart.
11. Secure resources.
12. Identify budget needs.
13. Manage Changes.
14. Report project status.
 - update everyone on how the project is going.

Skills of a Project Manager.

- * Communication skills.
 - Listening, Persuading (കർദ്ദിതം തത്വം).
- * Organizational skills.
 - Planning, Goal setting, Analyzing.
- * Team Building skills
 - Empathy, Motivation, Team spirit.
- * Leadership skills
 - Sets example, energetic, vision, positive
- * Coping skills
 - Flexibility, Creativity, patience, Persistence
- * Technological skills
 - Experience, project knowledge

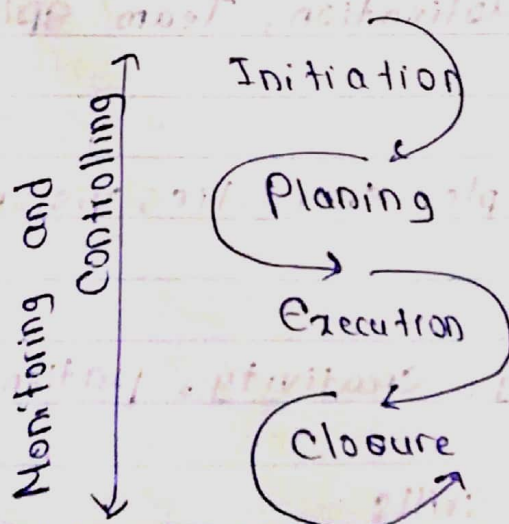
Effective VS Ineffective Project Managers.

Effective PM	Ineffective PM
+ Leadership by example	+ Sets bad example
+ Visionary	+ Not self assured
+ Technically competent	+ Lacks technical expertise
+ Good communicator	+ Poor Communicator
+ Good Motivator	+ Poor motivator
+ Influential (매우 영향력 있음)	
+ Supports team members	
+ Encourage new ideas.	

Three key words of Project Management:

- + Process Groups
- + Knowledge areas
- + Process areas.

Process Groups



+ The phases happen in a series, but there can be iterations.

Knowledge areas

- * Project **Scope** Management
- * Project **Time** Management
- * Project **Cost** Management
- * Project **Quality** Management
- * Project **Human Resource** Management
- * Project **Communications** Management
- * Project **Risk** Management
- * Project **Procurement** Management
- * Project **Stakeholder** Management
- * Project **Integration** Management

Process areas

Define and document stakeholder's needs

• Collect Requirements

↳ Document the scope in detail • Define scope

↳ Divide the work into manageable components • Create WBS

↳ Acceptance of completed deliverables • Validate scope

↳ Handle changes to scope • Control scope

Knowledge area	Process area	Process group
Project scope Management	Plan scope management	Planning
	Collect Requirements	
	Plan scope	
	Create WBS	Monitoring and control
	Validate scope	
	Control scope	

Relationships Between them.

- * knowledge area , Process area
 - A knowledge area will have one or more process area.
- * Process Group , Process area.
 - A process area should be belongs to only one process group.
- * Process group , knowledge area.
 - No relationship.